

Professional Development Hours of Attendance Log  
**CALIFORNIA LANGUAGE TEACHERS' ASSOCIATION**  
**2017 Conference - Hyatt Regency Monterey**  
**February 16-19, 2017**

Name: \_\_\_\_\_ School: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_

1. Use this Form if you plan to purchase Continuing Education Units (CEUs) from CSU, Monterey Bay
2. Fill in the Workshop Session numbers.
3. Obtain Presenter's name and signature at the end of all sessions attended on Thursday and Friday.
4. Obtain name and signature from Conference Registration for attendance at the Saturday/Sunday Conference.
5. Leave the completed Form at the Conference Registration Desk.
6. Note total CEU's for Thursday/Friday and Saturday/Sunday Conference for purchasing CEU's online.
7. Purchase units online (\$65/unit) from **CSUMB** at: [EERegister.csumb.edu](http://EERegister.csumb.edu).  
 - (Please see "ONLINE Registration is as EASY as 1-2-3!" Form for more details)

**PRE-CONFERENCE WORKSHOPS**

Session #	Session Times/Title	CEUs	Presenter's Name	Presenter's Signature
<b>THURSDAY, FEBRUARY 16 (WORKSHOPS) - 3, 6 or 9 hours total possible</b>				
<b>A</b>	1pm - 7:30pm (6 hours)	0.6		
<b>B</b> ____	9am – noon (3 hours)	0.3		
<b>C</b> ____	1pm – 4pm (3 hours)	0.3		
<b>D</b> ____	4:30pm – 7:30pm (3 hours)	0.3		
<b>TOTAL CEUs FOR THURSDAY</b> _____				
<b>FRIDAY, FEBRUARY 17 (WORKSHOPS) - 3, 6 or 9 hours total possible</b>				
<b>E</b> ____	1pm - 7:30pm (6 hours)	0.6		
<b>F</b> ____	9am – noon (3 hours)	0.3		
<b>G</b> ____	1pm – 4pm (3 hours)	0.3		
<b>H</b> ____	4:30pm – 7:30pm (3 hours)	0.3		
<b>TOTAL CEUs FOR FRIDAY</b> _____				
<b>TOTAL # CEUs FOR THURSDAY AND FRIDAY</b> _____ <b>CEU'S</b>				
<i>When purchasing CEU's online, select the "Workshop Section" that corresponds to the total # CEU's calculated here.</i>				
<b>SATURDAY &amp; SUNDAY CONFERENCE</b>				
Registration and payment for the two (2) day conference on Saturday & Sunday qualifies you for 1.5 CEU's. Obtain the signature of the Conference Registration Staff to ensure that you are eligible for units.				
Session #	Session Times	CEUs	Registrar's Name	Registrar's Signature
SATURDAY 2/18/17	8:00am – 6:00 pm (10 hours)	1.5		
SUNDAY 2/19/17	8:00am – 12:30pm (4.5 hours)			
<b>TOTAL # CEU'S FOR SATURDAY AND SUNDAY</b> <b>1.5</b> <b>CEU'S</b>				
<i>When purchasing CEU's online, select the "Section" that corresponds to the total # CEU's calculated here.</i>				

**NOTE:** Attendance Log should be returned to the Conference Registration Desk. For help purchasing units, contact the CSUMB Professional Development Office (email: [EERegister@csumb.edu](mailto:EERegister@csumb.edu) or call 831-582-4742).